



TEMPORARY EMPLOYEE'S APPLICATION

State Form 42886 (R3/3-00)

Approved by State Board of Accounts, 2000

**ANY APPLICANT UNDER 26 YEARS OF AGE MUST
SUBMIT A COPY OF THEIR BIRTH CERTIFICATE**

- This permit may be issued for use at the location covered by and during the time period of a temporary retailer's permit only.
- Personal, business, or company checks will NOT be accepted. Money orders, cashier's or certified checks will be accepted.
NO CASH ACCEPTED
- **IMPORTANT:** Applicant's signature must be notarized if application is not delivered in person to the Commission.
- Deliver or mail application and \$5.00 fee to:

INDIANA ALCOHOL & TOBACCO COMMISSION
302 W. WASHINGTON ST, RM E114
INDIANAPOLIS, INDIANA 46204
(317) 232-2451

NOTE: Privacy Act Notification: This agency requests your Social Security Number in order to expedite processing of your application. Your Social Security Number is not required for permit issuance and your permit will not be denied for failure to provide it on this application.

PLEASE PRINT OR TYPE

ALL APPLICANTS			
Applicant's name (last, first, middle initial)	Age	Sex M F	Date of birth (month, day, year)
Applicant's address (number and street or RR)	Height ft. in.	Weight lbs.	Social Security Number - -
City	State		ZIP code
Time period for temporary retailer's permit	Temporary retailer's permit number		

Address of temporary retailer's permit premises where this permit is to be used:

NO	YES	Have you ever been convicted of a felony? If yes, see item (2) on reverse of application.
<input type="checkbox"/>	<input type="checkbox"/>	
NO	YES	Have you ever been convicted of a misdemeanor (other than a traffic violation) within the last five years? If yes, see item (3) on reverse of application.
<input type="checkbox"/>	<input type="checkbox"/>	
NO	YES	Have you ever had an application for an Alcoholic Beverage Permit denied, revoked, or suspended? If yes, explain.
<input type="checkbox"/>	<input type="checkbox"/>	

APPLICANT'S SIGNATURE MUST BE NOTARIZED IF NOT DELIVERED IN PERSON TO THE COMMISSION

STATE OF INDIANA	
COUNTY OF _____	SS: } _____ Applicant's signature (Sign in presence of notary)
Subscribed and sworn to before me this _____ day of _____, 20 _____.	
County of residence	Notary's signature
Commission expiration date	Notary's name (typed or printed)

WARNING

FALSIFICATION OF RECORDS PROHIBITED: It is unlawful for a person to falsify an entry or a statement on an application for permit. Any person who does so is guilty of a felony and upon conviction shall be imprisoned in the state prison for a period not less than one (1) year, not more than three (3) years, and fined an amount not to exceed \$500.00.

EMPLOYEE'S PERMIT

No person shall act as an employee of any retail permittee without obtaining a permit from the Commission authorizing him / her to do so.

The permit is valid only if the holder complies with reasonable rules which relate to the permit that the Commission may adopt. The Commission may suspend or revoke any permit for any violation of law, rule, or regulation of the Commission. Application can only be made on this form which must be submitted to the Commission.

RULES AND REGULATIONS

1. No permit will be issued to anyone under 21 years of age.
2. If an applicant has ever been convicted of a felony, he / she must attach to his / her application, a certified copy of court disposition. Letters of recommendation for issuance of permit from parole officers, community leaders, etc. are strongly recommended.
3. If an applicant has ever been convicted of a misdemeanor (*other than a traffic violation*) within the last five years he / she must attach to application the same disposition as described in (2) above.
4. No permittee will be allowed to work if his / her permit has expired.
5. Upon the employment of an employee, the retail permittee shall examine the employee's permit card and record the name, address, permit number, and expiration date in a permanent record. The employer shall be prepared to exhibit said record at any time to a law enforcement officer.
6. The permit card shall be retained by the employee and shall be exhibited upon demand of a law enforcement officer.
7. All holders of bartender's permits must comply with the rules and regulations adopted by the State Board of Health. If they violate these rules and regulations, they shall be subject to fines and penalties.

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